



Notice of Public Works Meeting

City of Falls City, Oregon

Meeting Location: Call In (425) 436-6370, Code: 251514(#)

Thursday February 25, 2021 at 6:00 PM

Posted on February 24, 2021

Committee Members

Mike McConnell

Jeff Propp

Guy Mack

Tony Meier

Gordon Hanson

Tracy Young

Cliff Lauder

AGENDA

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Motion to adopt the entire agenda**
- 4. Consent Agenda: Motion Action Approving Consent Agenda Items**
 - a. Public Works Committee Meeting Minutes October 2, 2020 (pg. 1)
- 5. Public Comments:** Citizens may address the Committee or introduce items for Committee consideration on any matter. The Committee may not be able to provide an immediate answer or response but may direct staff to follow up on any questions raised. Out of respect to the Committee and others in attendance, please limit your comment to five (5) minutes. Please state your name and city of residence for the record.
- 6. Old Business**
 - a. Public Works Monthly Reports October 2020 -January 2021 (pg. 2-6)
- 7. New Business**
 - a. SR on new Public Works Committee President, Vice-President, and Secretary (pg. 7)
- 8. Correspondence, Comments and Ex-Officio Reports**
- 9. Committee Announcements**
- 10. Adjourn**

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City of Falls City
Public Works Committee Meeting
Thursday October 22, 2020 6:00PM
Meeting Location: 320 N Main Street Falls City

Committee Members Present

Mike McConnell, Tony Meier, Jeff Propp, Tracy Young Guy Mack.
Members Cliff Lauder and Gordon Hanson absent. City Clerk Jamie Ward present.

1) Roll Call

Chair McConnell called the meeting to order at 6:02 PM, took roll call.

2) Pledge of Allegiance

Chair McConnell led the Committee in the Pledge of Allegiance.

3) Motion to Adopt the entire Agenda

Member Meier moved and member Propp seconded: **that we adopt the entire Agenda.** Motion carried 5-0-0 Ayes. Mike McConnell, Tony Meier, Jeff Propp, Tracy Young, Guy Mack.

4) Consent Agenda: Motion Action Approving Consent Agenda Items

Member Meier moved and member Young seconded: **that we approve Consent Agenda Item, PWC Minutes September 24, 2020.** Motion carried 5-0-0 Ayes. Mike McConnell, Tony Meier, Jeff Propp, Tracy Young, Guy Mack.

5) Public Comment - None

6) Old Business - None

7) New Business

A. SR on Action Item - Mandated Universal Household Garbage Collection.

Members expressed concern that some households are storing garbage on property and this is causing problems; i.e. rodent infestations, odor, unsanitary conditions. City Clerk, Jamie Ward presented Committee with current Ordinances and informed us that the City needed more time to gather data on how other Cities manage this problem (Required Universal collection or Code Enforcement).

Committee agreed this is a major problem and after general discussion decided to table a decision until next meeting and further information.

8) Correspondence, Comments and Ex-Officio Report

Member Propp mentioned again that a laminated City Map at the Community Center would be of great assistance to the Committee.

PWC temporarily was adjourned at 6:46 but was called back into session at 6:55 to discuss Committee members absences. Chair McConnell moved and member Propp seconded: **that Committee member Cliff Lauder be removed due to continued absences.** Motion carried 4-1-0. Ayes: Mike McConnell, Tony Meier, Jeff Propp, Tracy Young. No: Guy Mack

9) Commission Announcements

Next meeting to be held: Thursday November 19, 2020 at 6:00 pm, Community Center.

9) Adjourn

Member Mack moved and member Propp seconded **we adjourn.** Motion carried 5-0-0 Ayes. Mike McConnell, Tony Meier, Jeff Propp, Tracy Young, Guy Mack. Meeting adjourned at 6:56

_____ Public Works Committee Chair McConnell

Attested: _____ Public Works Committee Member



City of Falls City

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Public Works Report October of 2020

Administration

Normal operations.

Water Division

On the 20th we had a main break on 3rd street in front of 159 3rd street. We used the back hoe to excavate the hole and repaired the main.

Sewer Division

Normal operations.

Streets Division

On the 28th thru the 30th the paving project on Chamberlin was completed.

Parks & Cemeteries Division

Normal operations.



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Public Works Report November of 2020

Administration

Normal operations.

Water Division

On the 9th we switched over to Glaze Creek.

Sewer Division

Normal operations.

Streets Division

During the Bridge street paving project we were able to patch potholes on Lewis, Lombard, and Sheldon street.

Parks & Cemeteries Division

Normal operation.

Non-Sewer Wastewater Division (TMDL)

Normal operations.



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Public Works Report December 2020

Administration

On the 9th Jay Epperson started work with.

Water Division

On the 21st we had a power outage at the WTP. The power was out from 9:30 pm till 1:00 am

Sewer Division

On the 22nd during morning rounds we noticed that the WWTP was not on. The breakers had tripped we reset the breakers and finished rounds. When we were back from the water plant we checked the WWTP and the breakers had tripped again so we called Valley electric to come and determine the problem. Carl found out that one of the floats was bad. We had to order a new float as soon as it arrived we had Carl come out and replace the bad float.

On the 25th we received a call stating the sewer at 258 Fair Oaks. We discovered that the Lift station had a blockage. We jetted it out and were able to clear the inlet and get flow back. The next day we received a call again stating the sewer was overflowing again. We were able to jet out the inlet again, but the flow was less than it should have been.

We contacted Peterson Plumbing to come and scope the inlet to see if they could determine the issue. The scope was able to show that the inlet pipe was offset. As this inlet was 13ft below the surface. we jetted again got it flowing. that only lasted a short time. on the 1st got called back from home owner at that time we could not get it flowing again. we set up pumps to pump sewage around the blockage, we had to check on the pumps every few hours for the next 4 days. We got prepared on Monday the 4th to dig it up. Tuesday the 5th had the contractors all show up, got the pipe dug up and were able to repair the line and backfilled. we still have a little clean up to do when we get a break in the weather.

Streets Division

Normal operations

Parks & Cemeteries Division

Started clean up in the upper park after wind storm.

Non-Sewer Wastewater Division (TMDL)

Normal operations



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Public Works Report January 2021

Administration

Normal operations

Water Division

12th Had to shut the water treatment plant off due to quality of water from excessive rain. We were able to turn on the plant on the 15th.

Sewer Division

On the 13th we had to set up a sandbag and gravel berm at the WWTP to prevent the river from flooding the plant. We also had to set up two pumps and monitor them to pump the water out of the drainage ditch all night as the river was over the pipe not allowing it to drain.

On the 22nd the pumps at the WWTP were stuck on we called Valley Electric to come and help with the issue.

Streets Division

on the 27th we spent the day and evening doing snow removal With the Ford and the backhoe and sanding with the Dump truck.

Parks & Cemeteries Division

Normal operations.

Non-Sewer Wastewater Division (TMDL)

Normal operations.

AGENDA REPORT

TO: Public Works Committee
FROM: Jamie Ward, City Recorder
SUBJECT: Select Committee Chair for 2021
DATE: 02/22/2021

SUMMARY

Each Committee and Commission appoints a chair at the first meeting of each New Year.

32.03.010 Public Works Committee Established The public works committee is hereby established. The committee shall be composed of seven members appointed by the mayor, with the consent of the council. The public works committee members shall elect, at their first regular meeting, a chairperson, vice chairperson and secretary from their membership. Thereafter, the committee shall elect a chairperson at its first meeting each year, to serve for the calendar year and until the chairperson's successor has been elected; provided, however, that no member shall serve more than two consecutive terms as chairperson.

32.03.020 Membership Qualifications Members of the public works committee must reside in the city at the time of their appointment and at all times during their term in office.

PREVIOUS COMMITTEE ACTION

Mike McConnell has served as Public Works Committee Chair since August 2019, when Councilor Jennifer Drill resigned. Due to the Municipal Code no member shall serve as chair for more than two consecutive years, but I do not believe that would count when someone is nominated to fill a seat when the previous chairs steps down. I wanted to leave it up to committee to interpret the Code and determine if Mr. McConnell would be eligible for another year.

I have also added motions for Vice Chair and Secretary positions, but the Municipal Code doesn't specify on a length of time for those seats.

STAFF RECOMMENDATION N/A

EXHIBIT N/A

PROPOSED MOTIONS

1. *Chairperson Mike McConnell asks for nominations for Committee Chair.*
- *Chair accepts nominations. Hearing no additional nominations, Chair calls for a motion and a vote.*

I move _____ be appointed Chair of the Public Works Committee for 2021.

Motion made by:

Seconded by:

Record the vote:

2. *Chairperson Mike McConnell asks for nominations for Committee Vice Chair.*
 - *Chair accepts nominations. Hearing no additional nominations, Chair calls for a motion and a vote.*

I move _____ be appointed Vice Chair of the Public Works Committee for 2021.

Motion made by:

Seconded by:

Record the vote:

3. *Chairperson Mike McConnell asks for nominations for Committee Secretary.*
 - *Chair accepts nominations. Hearing no additional nominations, Chair calls for a motion and a vote.*

I move _____ be appointed Secretary of Public Works Committee for 2021.

Motion made by:

Seconded by:

Record the vote: